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Security Information

11 March 1953

MEMORANDUM FOR: The Deputy Comptroller

SUBJECT: Regulatory Revisions, Organization and Methods Service

REFERENCE: Memo from the Comptroller to the SA/DDA (Mr.); 25X1A9A
dtd 28 February 1953; Same Subject

1. Pursuant to our conversation of 11 March on the above subject, I wish to verify the following conclusions which I believe were reached:

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a. That Organization and Methods Service will assume basic responsibility for the continuing review and revision of that section of Agency regulations pertaining to CIA organization and functions. (Presently Series) It is recognized, of course, that the various determinations necessitating revisions in this section of the Agency regulations will be initiated at many points and will be authenticated at the Director level.

b. That there is a need for further elaboration in Agency regulations of the management program in CIA, a discussion of the functions of and the services available from the Organization and Methods Service staff and the manner in which various Agency components will secure the services of O & M Service.

c. That depending upon the type of management program adopted by CIA, there may or may not be a need for the publication of additional regulations and/or handbooks for the information, education and guidance of all levels of Agency supervisors in the techniques and methods recommended by the Agency in the furtherance of its management program.

2. In summary, the Regulations Control Staff of the DD/A's office would like to assume that Organization and Methods Service of the Comptroller's Office will be responsible for the preparation and maintenance of any regulatory issuances (regulations, notices, handbooks) in the three areas listed in paragraph 1, a.b. and c., above.

3. If I have inadvertently failed to correctly represent your opinions, please advise me.

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Special Assistant to the
Deputy Director (Admin.)

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